



**ENVIRONMENTAL SERVICES UTILITY
BOARD MEETING
JANUARY 19TH, 2021
SUMMARY OF MINUTES**

The meeting for Kankakee Environmental Services Utility was held on Tuesday, January 19th 2021 at 6:00 P.M. via Zoom.

ESU Members Present

Ald Tyler Tall
Ald Michael Prude
Ald Stacy Gall
Ald Larry Osenga
Ald Danita Swanson
Ald Chris Curtis
Ald Fred Tetter
Clerk Anjanita Dumas

Superintendent

Pete Schiel

ESU Staff Present

Clara Hall, Admin Manager
Zach Newton, Operations
Dennis Doyle, Asst. Supt.

Others Present

Elizabeth Kubal, Comptroller
Mike McGrath, Legal

MAYOR WELLS-ARMSTRONG: I will call our Environmental Service Utility meeting to order. We'll start with public comments which I didn't receive any and no one is here. We'll move on to Item 2 on the agenda. Roll Call please.

ROLL CALL

CLARA HALL:

Ald Tall - Present	Ald Swanson - Present
Ald Prude - Present	Ald Curtis - Present
Ald Gall - Present	Ald Tetter - Present
Ald Osenga - Present	Clerk Dumas - Present

APPROVAL OF MINUTES

MAYOR WELLS-ARMSTRONG: Okay, moving on to Item 3 on the agenda is the approval of the minutes. May I have a motion to approve the minutes?

ALD OSENGA: So move.

ALD TETTER: Second.

MAYOR WELLS-ARMSTRONG: Motioned by Alderman Osenga and Seconded by Alderman Tetter. Any discussion on the minutes? Okay, Hearing none, Roll Call please.

CLARA HALL:

Ald Tall - Aye	Ald Swanson - Aye
Ald Prude - Aye	Ald Curtis - Aye
Ald Gall - Aye	Ald Tetter - Aye
Ald Osenga - Aye	Clerk Dumas - Aye

APPROVAL OF THE BILLS

MAYOR WELLS-ARMSTRONG: Motion carries. Item 4 the approval of the bills. May I have a motion to approve?

ALD SWANSON: I'll make that motion.

ALD TETTER: Second.

MAYOR WELLS-ARMSTRONG: Motioned by Alderwoman Swanson and Seconded by Alderman Tetter. Any discussion on the bills? Hearing none, Roll Call please.

CLARA HALL:

Ald Tall - Aye	Ald Swanson - Aye
Ald Prude - Aye	Ald Curtis - Aye
Ald Gall - Aye	Ald Tetter - Aye
Ald Osenga - Aye	Clerk Dumas - Aye

MONTHLY ACTIVITY REPORTS

MAYOR WELLS-ARMSTRONG: Motion carries. Moving on to Item 5 Monthly Activity Report and I will defer to Pete.

PETE SCHIEL:

Thank you Mayor, I appreciate it. Just wanted to kind of go through the monthly report as you can see, we've been diligently working with the LeBeau building pretty much every day on a daily basis. So we have the schedule on the first page of the monthly report. Other than that, we've got the different groups that will focus on a couple of their items. But we do have some other items related to technology that we will share as new business, later on. At this time, we also included on page 6 and 7 some of the network credentials and statistics, things of that nature for 2020. I'd like to turn it over to Zach. Do you have some items that you'd like to share? I know we've just got a couple items this last couple of weeks.

ZACH NEWTON:

Sure, thanks Pete. Just to give you an idea of how well things have been going for us. Last month, taking advantage of the good weather, as good as it can be for December anyway. The crew was able to get nearly 50,000 feet of lines clean in the area cleaning. The one unfortunate thing I guess you could say is that, in doing so, they found on Foley, which is, you know, a block East of Roosevelt. They get to a point where they couldn't get the Jetter hose in any further with that camera and later found that the line had collapsed. So, we'll talk about that a little bit later, but other than that, Jewel seems to be finally, working with us to stop the leaking from the trash compactor. I believe that is it for the most part. I guess the other thing I could say is, I did include for just informational purposes last month. I talked about the H₂S that had deteriorated the dampers and Stone Street. We do have a price back on that to get that fixed. I know that sometimes when you drive past there, it is kind of a strong odor. I was kind of concerned that maybe the media that we had put in the, the filters the carbon was already spent because of those high H₂S levels but we had that tested and there's still some life in that it's still good. So, I think that any kind of smell, if it's too strong. I think that might be coming from the dampers that are not working properly. So, I'm hoping that once we get that fixed that should lessen the smell, and the frequency of that over there. And that's it.

PETE SCHIEL:

Thank you very much Zach. Clara, do you have items that you'd like to share with the Technical Services group.

CLARA HALL:

Yes, thank you. I have a couple of things. We had another employee and Technical Services that was exposed to the virus during the Christmas holiday. He turned out positive, and he had to quarantine. And he returned to work on January 7 due to the virus. I just keep adjusting start and due things to of the projects that we have going on, so that we can avoid extra overtime charges. I've also stepped up to work extra hours in the evenings, to help the guys get their paperwork caught up so that I can bill IDOT. Also, the Aqua billing, the most recent IDOT billing that went out for some reason, the actual sewer/garbage bill did not go out at the same time as the water bill. So, we have a lot of residents calling about that. The sewer/garbage bills actually went out the day of or the day after the bills were due. So, if you guys had anyone concerned everyone, should have their bill now. That's all I have Pete.

PETE SCHIEL:

Thank you very much Clara. Alan, do you have some items to share with the Lab?

ALAN TORONJO:

Thanks again, there's a thorough summary in the in the packet there are a lot of December's it's a lot of (*inaudible*) wrap ups as far as industry wise. I did help out several industries who have asked for that summary, year to date wastewater data. They go ahead and pass those on to many of their corporate offices and share that with them. I received all the industrial permit renewal packages. I've finished up all the rest of the industrial site inspections in this sector, also talk some more with Perkin Elmer on the replacement of our metals analysis unit and expect you to get a quote by the end of this week. Once I have that I'll be able to go ahead and credit to a comparable quote another, another instrument manufacturer, and hopefully have that new business for next month. And other than that, that's about all I have.

PETE SCHIEL:

Thank you Alan, I appreciate it. Dennis, do you have some items to share on your Street and Alley Report?

DENNIS DOYLE:

Most of its there in the report. The weather events we've had pretty much nights, weekends, holidays left us time to get caught up on tree work, stumping, and we managed to get a lot of these overgrown dug out cut down to facilitate

the moving process in the spring and summer so other than that everything is in the report.

PETE SCHIEL:

That sounds good. I think that's everything unless there's any questions.

ALD TALL:

Yes, Pete in your report, I'm seeing on the first page you have advertisement for bids. Can you give a little insight on those?

PETE SCHIEL:

So, what we've got is on the 20th it'll be in the daily journal for the, this is for the LeBeau property. This is the process that the Utility Board approved with Doug Bright, quite some time ago. So, I just wanted to give you the latest and greatest format of where we're at and the timeframe so that's where we are at this moment.

ALD TALL:

And that's for electrical and plumbing?

PETE SCHIEL:

And for the whole building remodel the entire building remodel.

ALD TALL:

Okay, Thank you.

MAYOR WELLS-ARMSTRONG: Alderman Osenga?

ALD OSENGA:

Thank you Mayor, Pete I have a question. I was reading the minutes from the last meeting and I got to thinking about it. I did vote for this roof project but. Were there any local, local companies that were bid on this project. I know the company was from out of town, I'm not sure where but were their local companies that bid on this?

PETE SCHIEL:

There were and they were about double the price and when they did the evaluation of the building. It was a full tear off, and nobody does the spraying locally in this area that's why we ended up going with this other company that we've had experience with in the past.

ALD OSENGA:

Okay, thank you. Okay,

MAYOR WELLS-ARMSTRONG: Okay, we'll move on to Item B, Financials.

PETE SCHIEL:

As you can see, we're at the 66.67%, the Sewer Administration is at 54.7%, which is well under budget, the Sewer Services Group is 48% at this time. Waste Treatment

is right on track and 67% at the 66.67% mark. Technical Services is doing really well also at 61.3%. The Laboratory Services is doing really well at 54.4%. The Debt Service is right on track at 66.7% and Public Works is at 58.9%. Overall the Utility expenses at this time are 60.4% at the 66.67% mark, and the Revenue is at 64.1%. So our revenue exceeds our expenditures, and we're still on track.

MAYOR WELLS-ARMSTRONG: Any questions. Okay. Thank you Pete. We will move on. There's no Old Business. Moving on to Item 7 New Business, Foley Sanitary Repair.

PETE SCHIEL: Zack, would you like to cover that for me?

ZACH NEWTON: I need you to help me out if you would please. I apologize I left the two bids on my desk back in my office. Basically, I don't remember the exact prices but what I'm asking for is basically approval from the board to go ahead and take the cheapest bid to get that repaired. Like I said earlier, it's very similar to the Roosevelt project but, fortunately, at least for now, it's not as big of a scope. It's I think it's about maybe 125 feet versus a 400 I think Roosevelt was, but it's basically a very similar thing where the sewer has collapsed down, and there's no service interruption for the residents. So they haven't noticed anything. You can't really see anything from the road that's not collapsing yet or anything but the sewer pipe underneath is definitely broken needs to get fixed before there is interruptions to service.

PETE SCHIEL: So, I've got those numbers for you, Zach. Reuben E. Smith was \$44,940.00 even and Scanlon was \$43,008 50. So the Scanlon was a little bit cheaper at \$43,008.50. Once again, Zach had mentioned earlier, us doing the preventative maintenance ended up finding these situations but it's good we're finding them before it becomes a catastrophic failure.

ZACH NEWTON: So, I guess I'm asking for the Board to please approve that lowest bid.

MAYOR WELLS-ARMSTRONG: Alderman Osenga?

ALD OSENGA: Mayor, I make a motion that we approve the bid for \$43,850 from Scanlon to repair the damage on Foley.

ALD SWANSON: I'll second that motion.

MAYOR WELLS-ARMSTRONG: Thank you. Motion made by Alderman Osenga and seconded by Alderwoman Swanson. Any discussion. Okay. Roll Call. Alderman Tall, did you have a question?

ALD TALL: It would be helpful to have the other bids, put into the packet so that we can see them and read them for ourselves. I think the next time that we do this, it would be very important that we put those in packet.

PETE SCHIEL: Those two bits are in the packet there under a New Business. You're muted Alderman Tall.

ALD SWANSON: It's after the financials.

ALD TALL: I see Scanlon but I didn't see the other.

ALD SWANSON: It's on top of it, Tyler.

ALD TALL: Thank you.

MAYOR WELLS-ARMSTRONG: Okay we will go to a Roll Call.

CLARA HALL:	Ald Tall - Aye	Ald Swanson - Aye
	Ald Prude - Aye	Ald Curtis - Aye
	Ald Gall - Aye	Ald Tetter - Aye
	Ald Osenga - Aye	Clerk Dumas - Aye

MAYOR WELLS-ARMSTRONG: Thank you. Item B is a Firewall update.

PETE SCHIEL: So the (*inaudible*) Firewalls that we're currently utilizing are at their end of life which means they will not be supported anymore. These have been in place for quite some time. They've protected us from the outside world where banks and other governmental entities were being shut down due to hackers. This hardware and the way we've got a program has been holding its own. Our recommendation is we have to get some more firm prices. And that's something to Mayor and Elizabeth maybe we can talk about what the Technology part of the bond. But our proposal is to replace the end of life infrastructure at the head end of the fiber optic network. And then also we have these firewalls at the Plant. And then we have them at the fire stations also. So we have a year subscription, a budget amount for the approval and then on the second page of that kind of shows you what portion of the city's core network that this supports. So we're asking to at least

do a budget proposal and then we're bringing it back to the board for the final approval. We want to go ahead and at least get this process rolling before we are stuck in is no longer supported.

MAYOR WELLS-ARMSTRONG: So Pete you are asking...go ahead.

PETE SCHIEL: We're asking for at least the \$26,500 for the replacement of the end of life for the hardware that's on the front end of the core of the network.

ALD TETTER: I'm sorry your honor, I may have gotten ahead. Have you asked for a motion?

MAYOR WELLS-ARMSTRONG: Go ahead.

ALD TETTER: Thank you. I'd like to a motion that we accept the proposed budget of \$26,500 for placement of the hardware.

ALD GALL: Second.

MAYOR WELLS-ARMSTRONG: Motioned by Alderman Tetter and Seconded by Alderwoman Gall. Alderman Osenga?

ALD OSENGA: Yeah, thank you. I'm trying to find it here again. Pete, I see a quote summary here that says \$29,000 something, is that something different, am I looking at something wrong?

PETE SCHIEL: This was the original budget amount that is for the next part, which is New Business Part C that's for the Microsoft portion.

ALD OSENGA: Okay, thank you.

MAYOR WELLS-ARMSTRONG: Alderman Prude, did you have a question?

ALD PRUDE: No I was going to second it.

MAYOR WELLS-ARMSTRONG: Okay. We have a motion in a second. Any discussion? Roll Call.

CLARA HALL:	Ald Tall - Aye	Ald Swanson - Aye
	Ald Prude - Aye	Ald Curtis - Aye
	Ald Gall - Aye	Ald Tetter - Aye
	Ald Osenga - Aye	Clerk Dumas - Aye

MAYOR WELLS-ARMSTRONG: Thank you. Then Item C Microsoft Annual Update. I think that's Alderman Osenga was referring to here. Pete go ahead.

PETE SCHIEL: This is the Microsoft Agreement we need to make sure that we're legal and on the up and up with all of our Microsoft Licenses. This also gives us the platform to be able to upgrade and go to different technologies within the Microsoft. This is something that we go out for every three years. This is either year two or year three, but this is something that we go through annually. And then we go ahead and split up those costs between the departments, but this is for the license renewal that will be due, again this year so we just need the approval. Alderman Osenga, you are correct, that Microsoft Annual Renewals are \$29,822.57.

ALD OSENGA: Yeah, (inaudible) I got it. Sorry about that.

PETE SCHIEL: No worries, no worries.

MAYOR WELLS-ARMSTRONG: Motion to approve. Alderman Osenga?

ALD OSENGA: So move Mayor.

ALD GALL: Second.

MAYOR WELLS-ARMSTRONG: Motion made by Alderman Osenga and seconded by Alderwoman Gall. Any discussion on this item? Roll Call please.

CLARA HALL:	Ald Tall - Aye	Ald Swanson - Aye
	Ald Prude - Aye	Ald Curtis - Aye
	Ald Gall - Aye	Ald Tetter - Aye
	Ald Osenga - Aye	Clerk Dumas - Aye

MAYOR WELLS-ARMSTRONG: Thank you. Then Item D the Stone Street Dampers.

PETE SCHIEL: As Zach had mentioned earlier, this is for the replacement of the dampers. The way that system works is every time that the air scrubber system kicks in, it automatically opens the dampers that are facing Kennedy Drive to allow that fresh air to pull through and go through that scrubber type system. If these dampers are open at all times, when the scrubber systems not in its cycle. Those odors unfortunately will head out towards Kennedy drive. So

with the high levels of H2S in that system. It's causing things to rot and decay. These dampers were put in originally when that roof was put on many years ago. So they have lasted quite some time. Keep in mind, in an explosion proof, or the area has potential...that it could explode so we need to make sure that we are doing it right, and make sure that we are using explosion proof type switches and things of that nature. I see in the notes that they're able to deduct \$4,672, if the existing explosion proof housings are reused. But if not, we, you know, pay for that full \$19,279. Zach, do you have any other items that you want to share with this project?

ZACH NEWTON:

No, you are doing fine.

PETE SCHIEL:

So basically what we're doing. We're asking for approval. This is an emergency repair type situation. We just want to make sure that before the warmer weather comes through that we're able to make sure that we exhaust. That smelly H2S and that smelly air through the scrubber as intended, rather than going out towards Kennedy Drive.

MAYOR WELLS-ARMSTRONG: Okay. Motion to approve. Alderman Tall?

ALD TALL:

Motion to approve in the amount of \$19,279.

ALD PRUDE:

Second.

MAYOR WELLS-ARMSTRONG: Motioned by Alderman Tall and Seconded by Alderman Prude. Any discussion on this item? Alderman Tetter?

ALD TETTER:

Thank you. Just clarification Pete, you were saying that the \$19,279 is the total amount, and it could be further reduced by \$4,672, is that Correct?

PETE SCHIEL:

Correct. If they find that the existing explosion proof housing can be re reused. It'll deduct that amount by \$4,672, is that correct Zach?

MAYOR WELLS-ARMSTRONG: He's shaking his head yes. Thank you. We have a motion in a second. Right? Any other discussion? Okay, Roll Call.

CLARA HALL:

Ald Tall - Aye
Ald Prude - Aye
Ald Gall - Aye
Ald Osenga - Aye

Ald Swanson - Aye
Ald Curtis - Aye
Ald Tetter - Aye
Clerk Dumas - Aye

MAYOR WELLS-ARMSTRONG: Thank you. No need for an Executive Session. Motion to adjourn. Alderman Tall?

ALD TALL: I have 2 questions for Pete. The Strong Street Guard Rail that's just in front of the pumping station. Have we taken care of that yet?

PETE SCHIEL: Yep, have you driven by there? It's been probably about four weeks. I had was taking care of, along with the on *(inaudible)*.

ALD TALL: Thank you. I'll inform the residents.

MAYOR WELLS-ARMSTRONG: Are you good Alderman Tall?

ALD TALL: Yes.

MAYOR WELLS-ARMSTRONG: Alderman Tetter?

ALD TETTER: Thanks your honor. I had a residential that brought to our attention there is a bus stop on the West side of Nelson, and they're saying that it's, it's not lit well, and I was just wondering, what would we have to do Pete, if there's something somebody just drive by there when it's dark just to see if there's something that we can do to get installed. I explained to her that it would either be Com Ed or us but that would be determined after someone takes a look at it.

PETE SCHIEL: Yeah, Alderman Tetter. Is there a chance you can email me the exact address and then I'll confirm because there's a couple on Nelson, just want to make sure we're looking at the right one. I know that Metro has been putting up some solar lights in some of those locations too so maybe that's something that we could check out also.

ALD TETTER: Alright, thank you.

ALD SWANSON: Mayor, I have one thing to ask.

MAYOR WELLS-ARMSTRONG: Go ahead Alderwoman Swanson.

ALD SWANSON: Pete is called a month or so ago about an outage on a lamp and a light and the newer subdivision off of River Road out there. And when I went to the bank a couple of weeks ago the wife asked me about it and said it hadn't been repaired.

I know that that was not a common poll to know where we're at with that.

PETE SCHIEL:

Let me confirm I know that once again as Clara mentioned we had a couple employees out with COVID in that department. So they're just trying to get caught up. But I'll confirm, and Clara can we take note of that and we'll check with the guys tomorrow?

CLARA HALL:

Yes, got it.

PETE SCHIEL:

Thank you, appreciate it. That's all by the waterpark correct?

ALD SWANSON:

Yeah, absolutely. And I like the gentlemen never got back to me but his wife works at the bank and she asked me about it and I told her I'd look into it but I spent a few weeks since I talked to her. So, I know how short things have been in with the holidays and everything I just wanted to wait to bring it up till this meeting.

PETE SCHIEL:

Sounds good. I'm out in this area anyway I'll check into it after I'm done.

MAYOR WELLS-ARMSTRONG: Anybody else? Alderman Curtis?

ALD CURTIS:

Thank you. Can we go back to the roof? The roof on the Hove Building. Pete, you'd mentioned that we did go out for bid on that. Was there another (*inaudible*).

PETE SCHIEL:

What we did is we got some prices from a couple of local contractors. One of the prices was for a full removal, which I believe was \$300,000.00 some for both roofs. Nobody here in town does the spray technique. Basically, what they'll do is they'll do all the patching of the existing roof, and then it'll be like a rubber coating. That'll be at the top, there's nobody locally here in town, that does the spray coating.

ALD CURTIS:

I guess my question is though something of that cost, we don't we have to go up for bid? Anything over \$20,000 by city code at \$25,000 by, Illinois state statute.

PETE SCHIEL:

That's why we brought to the Utility Board for recommendations. We can go ahead and change that recommendation and go through that process. It was

originally going to be a part of the bid for the building. But it was more cost effective for us to split it out and take care of it ourselves, and address it as soon as possible. So, we kind of consider emergency repair to go ahead and do that roof.

ALD CURTIS: Okay.

MAYOR WELLS-ARMSTRONG: Anything else? Alderman Tetter?

ALD TETTER: I will also forwarded you information from another constituent regarding a poll that's down on the ground, a Utility pole on Industrial, so I'll send you the information with the address both of those issues.

PETE SCHIEL: Sounds good. What I'll do is go to the Com Ed website the same location that we report pole outage, and I can put a special note in there. So if you give me the exact location, we'll take a look at.

ALD TETTER: Okay Thank you Sir.

MAYOR WELLS-ARMSTRONG: Anybody else? Motion to adjourn?

ALD TETTER: Motion to adjourn.

ALD OSENGA: Second.

MAYOR WELLS-ARMSTRONG: Motioned by Alderman Tetter and seconded by Alderman Osenga. All in favor?

ESU BOARD MEMBERS: Aye.

MAYOR WELLS-ARMSTRONG: Okay we are adjourned.